

Wilson Central Marching Band Chaperone Guidelines for 2018-2019

Thank you for volunteering your time to be a chaperone! Since we are ultimately concerned with the safety and well-being of our students, a list of guidelines have been established to assist with the task of making marching band a wonderful experience for both the students and their families. If you have any questions or concerns, please contact one of the head chaperones: Heather Thompson (615)579-0680 or Teana Clay (615)717-7187.

The following information is designed to help with many of the situations you may encounter as a chaperone:

- Please remember that teenagers may not always think clearly and responsibly, help them to make good choices.
- Don't ignore inappropriate behavior. (Watch the couples!)
- Try not to compound a situation by over-reacting. Stay calm and be the adult in the situation.
- Respect the students and their privacy, but be mindful and enforce the rules if necessary.
- Remember, you are every student's parent while chaperoning.
- Rules and schedules may need to be adjusted, be flexible!
- If you are unsure of how to handle a situation, ask the lead chaperones, they will be glad to help!
- WE ARE A TEAM! We represent our students wherever we go.... Respect our group and everyone else we encounter along the way. Set a great example!
- Most of all have fun! We are here for the kids! High school is a fleeting moment in their lives, but one of the most important times for them so let's help make it count!

Away Football Games & Competitions

1. Approved chaperones must ride the bus. You may not bring other family members, friends, alumni, etc. on the bus with you due to liability and space issues.
2. Chaperones are to arrive 30 minutes prior to bus departure time. You are to sign in, pick up your lanyard and check in with your lead chaperone. PLEASE let your lead chaperone know if you are running late.
3. If you know ahead of time that you will not make an event, you are responsible for finding a replacement. If you are unable to do so, please let lead chaperone know as soon as possible so alternative arrangements can be made. Emergencies are understandable, but if you are scheduled and consistently "call out", you will be asked to be an alternate instead.
4. Chaperones will be responsible for a specific duty for the entire season. Please ask for help if you need anything!
5. Once students have been released to the buses, make sure attendance is taken (usually a student from leadership will do this for each bus, just make sure that it's done). Make sure that lead chaperones are aware if anyone is missing from their assigned bus.
6. It is the job of the chaperones to ensure the safety of the students and to help maintain order on the bus. Get to know the bus driver and pass along their rules for the bus to the

students. Students cannot have bright lights from their electronic devices on at night and they must keep the aisles of the bus clear at all times.

7. One chaperone will be asked to carry the medical bag and forms. Each bus has its own emergency first aid kit if needed.
8. Please make a point to remind students to get everything they need for each performance. (Uniform parts, shoes, socks, gloves, etc.)
9. When we arrive at the performance site, everyone will remain on the buses until notified by the head chaperone and/ or the band directors, with the exception of the "Seat Cover Crew". Two chaperones will remain with the students at the bus area to help assist them and one will go to the equipment trailer to meet student as they arrive to get instruments and uniforms. Those assigned to seat covers will head into the stadium first thing in order to get covers placed before band arrives.
10. Chaperones will be responsible for helping the students on their bus. All personal items, uniform bags, shoes, etc. need to be inside the bus before the group leaves the buses. Please check around each bus.
11. Accompany the band as they enter and exit the stadium. We will sit together as a group and be readily available to the students at all times.
12. Students are to return home with the band on the bus unless prior arrangements have been made with the Band Directors. Chaperones may NOT give permission to students or parents to ride separately. Students may not change buses once their assignment has been made.
13. The band moves as a group. We will walk in behind the band so that they can be clearly seen. Please do not cut in between band members once they are lined up (unless it's an emergency).
14. When the band departs an area, chaperones will do a final check for lost items, etc. When we return to the school, students may not leave the bus until all of the trash and personal belongs are picked up. Please make sure the bus is clean! When students are dismissed from the bus, please ensure that they are all helping to unload equipment and clean the band room before they leave. Everyone is tired at the end of the night, many hands make light work!
15. Chaperones will assist students, but any disciplinary issues that cannot be resolved by the chaperone need to be brought to the directors.

Home Football Games

1. Chaperones will perform the same duties as away games and competitions.
2. Ensure that students stay in the designated seating area. NO girlfriends/ boyfriends are to sit with the band members.

Basic Responsibilities:

1. Arrive 30 minutes prior to event.
2. Sign in, pick up lanyard, and check in with head chaperones.
3. Carry first aid kit, repair bag, attendance list, and medical forms to bus.
4. Water coolers, ice, bottles waters.
5. Bus check in.
6. Smile... Have FUN!
7. Assist students.

8. Be available.... Have FUN!
9. Put plumes on hats
10. Seat covers
11. Ensure trash is picked up from stands and on bus.
12. Return lanyards, supplies, etc. to appropriate place after event.
13. Help with unloading and dismissal.
14. Did we mention, have FUN?!

Basic Supplies:

- Cell phone
- Small flashlight
- Money for tickets, food, etc.
- Weather related items (rain poncho, extra blankets, etc.)
- Snacks
- Stadium seat or light chair

Students

- All students are to clean up around them-at field and on bus
- Personal items need to be inside bus during games and competitions
- Unload when we return to school
- No boyfriends/ girlfriends sitting with band during games/ competitions
- Chaperone is the “go-to” person if you need something or have a problem
- Permission slips for riding with parent go to Directors, not chaperones.
- No one leaves band room until dismissed.
- Be respectful to directors, chaperones, each other.
- Have fun!